

LOGNOTE -- Chief, Operations Group, 12 April 1983

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1. [ ] The following items were brought up at this morning's staff meeting:

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- The Agency's budget is tied to the 5% cut in the defense budget voted by the Senate. We don't yet know how this will affect us, and probably won't for some time. The [ ] the Senate Select Committee wanted to give us is also in doubt (probably it always was).
- There is concern that, with Federal employees coming under Social Security and also required to make payments into the Civil Service Retirement System as of 1 January, there will be a sharp drop off in recruitment and recruitment applications. The word is: hire, hire, hire! between now and 1 January.
- Some DD/S&T offices are starting PAR workshops. D/FBIS does not feel we need go this far. He says to go ahead giving high ratings (though be very judicious about 7's) where we feel they're earned, but to be sure such ratings are fully explained and justified in the narrative portion of the PAR.
- SDS moves to Ames Building by the end of the month; a system integration contract is being awarded GE.
- DD/FBIS wants to make an early start on preparing for the PMCD audit scheduled for this winter. This will involve reviewing, and perhaps rewriting position descriptions, making sure all staffs are familiar with their job descriptions, and prepping personnel on how to present their jobs to the PMCD classifiers. Position descriptions may have to be heavily rewritten when we are asking for higher grades for jobs which are already on the books. A planning session will be held with PMCD on how they intend to proceed. This should give us some help. We'll want to look carefully at the MOD and ED grade structures, at DRD (particularly the Comcenter and the MIDAS staff), and review field bureau grades. We ought to insist that the principle of the deputy being only one grade below the bureau chief be applied overall. This would help in Nicosia and Panama, for example. We also need to look at bureau chief grades at certain posts, and at engineering grades we want in the regional engineer program. We have already asked for SIS positions for Bangkok and Panama. Perhaps this issue will be resolved before PMCD comes in, but I'm not very hopeful.

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(cc: C/DRD, C/FCS, C/ED)